

**MINUTES OF THE MEETING OF THE CITY COUNCIL OF THE CITY OF SAVANNA,
CARROLL COUNTY, ILLINOIS, CONDUCTED ON TUESDAY, FEBRUARY 09, 2016 AT 7:30
P.M. IN THE COUNCIL CHAMBERS AT 333 CHICAGO AVENUE, SAVANNA, ILLINOIS
61074**

CALL TO ORDER:

Mayor McCombie called the City Council meeting to order on said date at 7:30 P.M. Notice of the meeting was delivered to all Council members and posted in accordance with the State of Illinois Open Meetings Act

ROLL CALL/ESTABLISHMENT OF QUORUM:

Mayor McCombie asked the Clerk to call the roll with Mayor McCombie, Bill Robinson, Peg Haffey, John Peterson, Jeff Griswold, Lisa Robinson, Pat Sanchez, Christine Lee and Scott Law present establishing a quorum. Also in attendance were City Clerk, Paul Hartman, City Attorney – Phil Jensen, Comptroller/Treasurer Sheryl Sipe, Police Chief Mike Moon, Fire Chief Shawn Picolotti, and Public Works Superintendent John Lindeman. News Media - Mike Miller, Mike Nester, and Wayne Larkey. Sharon Pepin with Community Funding and Planning Services, Marne LaShelle.

APPROVAL OF AGENDA:

Mayor McCombie asked for review and discussion of said agenda, pursuant to consideration adding to new business item “Emergency Tree Expenditure – Mulberry Street”. Without further discussion, **Peg Haffey motioned, seconded by John Peterson, to approve the agenda, as amended.** Mayor McCombie asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor McCombie declared the motion carried, passed and approved.

APPROVAL OF MINUTES:

Consideration of the Minutes of the January 26, 2016 Regular Meeting Mayor McCombie asked for review and discussion, pursuant to consideration of the referenced minutes. **Peg Haffey motioned, seconded by Scott Law, to waive the reading of the minutes, and approve with the correction of request for funds, Street Project \$150,000 Civic Fund – amend to read \$150,000 Fund 50.** Mayor McCombie asked for discussion on the motion and hearing none called for a voice roll call on the motion, with all members present voting in favor. Mayor McCombie declared the motion passed, carried, and said motion approved.

COMMITTEE REPORTS:

Building & Public Property/Health & Safety Committee, 02-02-16 Mayor McCombie asked for review and discussion, pursuant to consideration and referred presentation to Committee Chair Scott Law.

- The Building & Public Property/Health & Safety Committee wished to begin the selection of Home of the Month with April or May. It was the consensus of the committee to leave the beginning and ending months open at this time, and to ask the council to provide enough nominations to cover the awards for 2016.
- The Building & Public Property/Health & Safety Committee discussed the Skate Board Park for Research Property Lines & Ownership for Park Board. Mayor McCombie noted that she had spoken twice with the Park Board with no additional response from the board.

It was the committee's consensus to remove this item from the agenda.

- The Building & Public Property/Health & Safety Committee discussed the Bridge Pillars along Viaduct Rd, CP with Chair Scott Law reporting that he had visited with CP Railway Roadmaster Scott Bolton in Savanna. Roadmaster Bolton agreed to advise his supervisor in the CP engineering department concerning the removal of the old bridge pillars on CP property. That he'd present this as a community relations project with a 1 to 3 year completion so CP could place the project into its budget. The Committee recommended that Chair Scott Law contact Roadmaster Bolton again to inform him that this was discussed by the Building & Public Property/Health & Safety Committee and to convey the City would be interested in improving relations with the CP by inviting their representatives to meet with the Committee.
- The Building & Public Property/Health & Safety Committee discussed the creation of regulations for Rental Inspection/Non Owner Occupied Property Registration/License with Mayor McCombie conveying she wishes to discuss this further with a member of the Illinois Associations of Realtors and to table this item to the next scheduled Building & Public Property/Health & Safety Committee meeting.
- The Building & Public Property/Health & Safety Committee discussed a FEMA Acquisition/Update with Mayor McCombie announcing that the structures have been demolished, with 25% retained for final grading and seeding this spring. The Committee briefly discussed future maintenance and possible use of these City properties with no recommendations at this time.
- The Building & Public Property/Health & Safety Committee discussed Demo Letters – 2015/2016 accepting this report.
- The Building & Public Property/Health & Safety Committee discussed a listing of Property Conditions with Mayor McCombie updating the Building & Public Property/Health & Safety Committee listing for each of the identified properties.
- The Building & Public Property/Health & Safety Committee discussed the Pine Tree Line near the City Property located on N. Main, Well #5 with Mayor McCombie stating she had discussed with Public Works Supt. John Lindeman the removal of the remaining pine trees that are not removed in conjunction with the new highway bridge construction. Mayor McCombie stated she had ask John Lindeman Public Works Superintendent to inspect and to advise on the removal of the rear line of trees. Chair Scott Law stated he would like to see the line of trees at the rear of the city property running parallel to the railroad track removed as well to open the view to the river. Mayor McCombie would defer recommendation to Public Works Superintendent and council.
- The Building & Public Property/Health & Safety Committee heard from Alderman Bill Robinson asked that the property at 347 Chicago Avenue (Bowman) be added to the Building & Public Property/Health & Safety Committee Condition/Watch List for the next agenda. It was agreed by consensus that the Building & Public Property/Health & Safety Committee members complete a Dilapidated Building Checklist for this property, and that the mayor will visit with the owner concerning the property's condition.
- The Building & Public Property/Health & Safety Committee discussed request from Alderman Bill Robinson that the property at 127 Dewhurst Street be inspected for ordinance violations. It was the conclusion of the Building & Public Property/Health & Safety Committee to have the property inspected for possible action for City Savanna City Code violations.

After presentation, **Peg Haffey made a motion, seconded by Christine Lee, to accept and approve said Building & Public Property/Health & Safety Committee report, as presented.** Mayor McCombie asked for discussion on the motion and hearing none asked for a voice roll call

on the motion with all members present voting in favor. Mayor McCombie declared the motion carried, passed and approved.

Hotel/Motel Committee, 02-03-16 Mayor McCombie asked for review and discussion, pursuant to consideration and referred presentation to Committee Chair Peg Haffey.

- The Hotel/Motel Committee tabled action on the Committee Ad Plan 2015-2016.
- The Hotel/Motel Committee considered and approved a Statement of Revenue and Expenditure, October, November, December 2015; 12 Month Report, October, November, December 2015; Hotel/Motel Tax Summary; Finance Committee, 02-09-16
- The Hotel/Motel Committee tabled a Review of 2015/2016 Budget.
- The Hotel/Motel Committee heard and accepted a Blackhawk Waterway Report from Diane Bausman
- The Hotel/Motel Committee received and accepted a Carroll County Hotel/Motel Tax Board Report, November 2015
- The Hotel/Motel Committee received and accepted a Monthly Report from Gary Heide
- The Hotel/Motel Committee discussed and recommended to the Finance Committee to approve a request for \$3000.00 to help subsidize marketing and administrative costs for the Savanna Chamber of Commerce
- The Hotel/Motel Committee discussed and approved a Request for Funds, Historical Society for funds supporting society member attendance at the governor's conference. The Committee concluded to recommend to the Finance Committee to approve \$445.00 for this purpose.
- The Hotel/Motel Committee tabled a Budget 2016-2017, Review/Ad Plan 2016-2017, Review
- The Hotel/Motel Committee recommended approval of a \$75 donation to the Historical Society for the DECO Event with TECEDA.

After concluding said presentation, **Christine Lee made a motion, seconded by Jeff Griswold, to accept and approve the Hotel/Motel Committee report as presented.** Mayor McCombie asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor McCombie declared the motion carried, passed and approved.

Finance Committee 2-9-16 Mayor McCombie asked for review and discussion, pursuant to consideration and asked Committee Chair Bill Robinson to present this report.

- The Finance Committee discussed and recommends approving John Lindeman's Public Works Superintendent report on Wastewater Treatment Facility, Main and Bowen Street Lift Stations and In-System Sewer Improvements Project Update and Associated Action Items. The Superintendent indicated bid proposals have been initiated for the treatment plant facilities with bid opening and review scheduled for March 22, 2016 and advertised February 04, 2016
- The Finance Committee discussed and accepted the Comptroller/Treasurer Accounts Receivable, January 2016 report
- The Finance Committee discussed and reviewed the Comptroller/Treasurer 12/24/36/48/60 Month Report, January 2016 concluding to accept said report, as

presented

- Request for Funds, IWIN Activation Fees from the Police Department for IWIN Activation Fees with Police Chief Mike Moon detailing the fee structure for two computers for the Police Department to cost \$1000.00 each to activate plus \$46.00 monthly fee for each computer. The \$2000.00 activation fee and the \$96.00 fee to be paid from the DUI Fund #36. The Committee recommends to approve said expenditure, as stipulated hereinabove. After discussion, **Bill Robinson motioned, seconded by Scott Law, to approve said expenditure, as recommended.** Mayor McCombie asked for a called roll on the motion with Bill Robinson, Peg Haffey, Christine Lee, John Peterson, Jeff Griswold, Lisa Robinson, Pat Sanchez, Scott Law and Mayor McCombie voting in favor. Mayor McCombie declared the motion carried, passed and approved.
- Request for Funds from Fischer Excavating, Inc. for In-System Sewerage Improvements-Level Fill Dirt at Future WWTP. Chair Bill Robinson deferred to John Lindeman Public Works Superintendent for presentation who referred to an invoice from Fischer Excavating, Inc. for \$5,122 to provide said services at said site. John Lindeman Public Works Superintendent indicated said invoice will be paid from Sewer System Improvements Fund #30. The Finance Committee recommends approval of this action. After discussion, **Bill Robinson made a motion, seconded by Christine Lee, to approve this recommendation, as stated hereinabove.** Mayor McCombie asked for a called roll on the motion with Bill Robinson, Peg Haffey, Christine Lee, Pat Sanchez, John Peterson, Jeff Griswold, Lisa Robinson, Scott Law and Mayor McCombie voting in favor. Mayor McCombie declared the motion carried, passed and approved.
- The Finance Committee discussed and approved a Preliminary Engineering-Wacker Road & Safe Routes with MSA Professional Services agreement for \$10,000.00 to prepare preliminary engineering documents and drawings to submit to IDOT per their request regarding proceeding with the EDP and TARP Grants. John Lindeman Public Works Superintendent indicated this agreement will be paid from Public Ways & Property Improvements Fund 50.
- The Finance Committee heard a report from Sharon Pepin with Community Funding and Planning Services for the City of Savanna to initiate the preparation and creation of a Tax Increment Finance (TIF) District in a joint effort with Attorney, Kathleen Field Orr. The proposal involves the preparation of an eligibility study and redevelopment plan and provides all services needed towards the creation and adoption of a TIF District for the City of Savanna. The scope of these professional services on a lump sum basis is \$54,000.00 payable in three parts; \$20,000 after contract execution; \$17,000 after joint review board meeting; \$17,000 after TIF Ordinances are adopted by the City. Said funds to be provided by the Incremental Sales Tax funds. This item will be considered later on the Savanna City Council agenda.

After discussion, **Peg Haffey made a motion, seconded by Pat Sanchez, to accept and approve the Finance Committee report, as presented.** Mayor McCombie asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor McCombie declared the motion carried, passed and approved.

WARRANT # 10:

Bills for the Month of January 2016 totaling \$218,605.75 Mayor McCombie indicated the Finance Committee has approved said warrant for payment and asked for review and discussion of said warrant, pursuant to consideration. After evaluating

specific items and considering concluding actions, **Bill Robinson made a motion, seconded by Peg Haffey, to approve said Warrant #10, as presented.** Mayor McCombie asked for a called roll on the motion with Bill Robinson, Peg Haffey, Pat Sanchez, Christine Lee, John Peterson, Jeff Griswold, Lisa Robinson, Scott Law and Mayor McCombie voting in favor. Mayor McCombie declared the motion carried, passed and approved.

COMMUNICATIONS:

Mediacom Mayor McCombie referred to correspondence and stated notice will be placed on file.

Savanna Museum & Cultural Center Mayor McCombie referred to correspondence and stated notice will be placed on file.

Appointments:

Planning Commission, Seven Year Term, Expires 11-27-22/ Zoning Board of Appeals, Unexpired Five Year Term, 05-22-17 Tabled at the request of Mayor McCombie. The Council approved this action by general consensus of the members present.

MONTHLY REPORTS:

Financial, Police, Fire, Public Works for January 2016 Mayor McCombie asked for review and discussion, pursuant to consideration with **Peg Haffey making a motion, seconded by Scott Law, to approve said reports, as presented.** Mayor McCombie asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor McCombie declared the motion carried, passed and approved.

UNFINISHED BUSINESS:

Wastewater Treatment Facility, Main and Bowen Street Lift Stations and In-System Sewer Improvements Project Update and Associated Action Items Mayor McCombie referred to discussion to John Lindeman Public Works Superintendent who presented an update of the current status of the referenced projects. The Superintendent indicated bid proposals have been initiated for the treatment facilities with bid opening and review scheduled for March 22, 2016 with bids advertised February 04, 2016. The Committee approved this action by general consensus of the members present.

Consolidated Grain & Barge Lease Mayor McCombie indicated additional electrical issues have arisen during the rehab refurbishing activities being conducted on behalf of Consolidated Grain at a cost of \$4000.00. Mayor McCombie asked for Council consideration to waive the monthly rent of \$850/month for three additional months (March, April and May of 2016) to offset a portion of this cost. After discussion, **Bill Robinson made a motion, seconded by Pat Sanchez, to approve said action, as presented.** Mayor McCombie asked for a called roll on the motion with Bill Robinson, Peg Haffey, Christine Lee, John Peterson, Jeff Griswold, Lisa Robinson, Pat Sanchez, Scott Law and Mayor McCombie voting in favor. Mayor McCombie declared the motion carried, passed and approved.

NEW BUSINESS:

Preliminary Engineering-Wacker Road & Safe Routes, MSA Professional Services

Mayor McCombie asked for review and discussion, pursuant to consideration with Mayor McCombie indicating the Finance Committee has recommended approval of an engineering service agreement with said firm for \$10,000.00 to prepare preliminary engineering documents and drawings to submit to IDOT per their request regarding proceeding with the EDP and TARP Grants. John Lindeman Public Works Superintendent indicated this agreement will be paid from Fund 50. After discussion, **Bill Robinson made a motion, seconded by John Peterson, to approve said recommendation, as presented hereinabove.** Mayor McCombie asked for a called roll on the motion with Bill Robinson, Peg Haffey, Christine Lee, John Peterson, Pat Sanchez, Jeff Griswold, Lisa Robinson, Scott Law and Mayor McCombie voting in favor. Mayor McCombie declared the motion carried, passed and approved.

Proposal for the Preparation & Creation of a TIF District, CFPS & KFO

Mayor McCombie asked for review and discussion, pursuant to consideration of a proposal presented by Sharon Pepin, Community Funding and Planning Services and John Lindeman Public Works Superintendent correspondence for the City of Savanna to initiate the preparation and creation of a Tax Increment Finance District in a joint effort with Kathleen Field Orr. The proposal involves the preparation of an eligibility study and redevelopment plan and provides all services needed towards the creation and adoption of a TIF District for the City of Savanna. Sharon Pepin, Community Funding and Planning Services provided a detailed summary of the opportunities of forming a TIF District. The scope of these professional services on a lump sum basis is \$54,000.00 payable in three parts; \$20,000 after contract execution; \$17,000 after joint review board meeting; \$17,000 after TIF Ordinances are adopted by the City. Said funds to be provided by the Incremental Sales Tax funds. After a lengthy presentation, **Bill Robinson made a motion, seconded by Christine Lee, to approve the advancement of the process to establish a TIF District for the City of Savanna.** Mayor McCombie asked for a called roll on the motion with Bill Robinson, Peg Haffey, Christine Lee, John Peterson, Jeff Griswold, Lisa Robinson, Scott Law and Mayor McCombie voting in favor. Mayor McCombie declared the motion carried, passed and approved.

(Added Item) Emergency Tree Removal - Mulberry Street

Mayor McCombie asked for review and discussion, pursuant to consideration and referred presentation to John Lindeman Public Works Superintendent. The superintendent described the dangerous condition of a tree located on Mulberry Street and recommended the City council authorize an expenditure of \$1,750 to eliminate the dangerous tree. After discussion, **Bill Robinson made a motion, seconded by John Peterson to approve up to \$1,750.00 to remove this tree, as requested.** Mayor McCombie asked for a called roll on the motion with Bill Robinson, Peg Haffey, Christine Lee, John Peterson, Jeff Griswold, Lisa Robinson, Pat Sanchez, Scott Law and Mayor McCombie voting in favor. Mayor McCombie declared the motion carried, passed and approved.

CITIZENS, COUNCIL MEMBERS:

Mayor McCombie recognized the following attendees for comments;

- **Wayne Larkey** verified the cost to establish the TIF District
- **Lisa Robinson** validated the status of the sign installations recently approved by the City Council.
- **Jeff Griswold** questioned City Council packet assimilation and delivery with Mayor McCombie summarizing conditions.

- **Fire Chief Shawn Picolotti** commented on issues with setting a 4th of July event with no action stimulated at this time.
- **Police Chief Mike Moon** commented on the recent installation of stop signs on 3rd Street and 4th Street stating approximately 50 warnings have been issued by the department and will extend the warning period so the public can get used to the signs.
- **Mayor McCombie** thanked the City Council for supporting the creation of a TIF District.

EXECUTIVE SESSION:

5ILCS 120/2 (c)(1) Consideration and Discussion of the Appointment Employment, Compensation, Discipline, Performance, Dismissal of Specific Employees or to Hear Testimony on a Complaint Lodged Against an Employee Mayor McCombie indicated no executive session required. The Council approved this action by general consensus of the members present.

ADJOURNMENT

Mayor McCombie asked for a motion to adjourn the meeting. **Bill Robinson motioned, seconded by Christine Lee, to adjourn the meeting at 9:18 PM.** Mayor McCombie asked for discussion and hearing none asked for a called roll on the motion with Bill Robinson, John Peterson, Scott Law, Christine Lee, Lisa Robinson, Peg Haffey, Pat Sanchez, Jeff Griswold, and Mayor McCombie voting in favor. Mayor Tony McCombie declared the motion passed, carried, and approved, as presented.

Composed By Paul Hartman, City Clerk